



INDIANA
WORKFORCE
DEVELOPMENT
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State Workforce Innovation Council
Career and Technical Schools Accreditation Committee
May 15, 2014
10 N Senate Avenue – Indianapolis IN 46204
Conference Room 301-B

Present: Randy Holmes, Jac Padgett

Also Present from DWD: Terri Banks, Associate Director of Policy and Accreditation Specialists, Ryan Sherwood and Dinell Edge.

Absent: Leroy Jackson, Paula Pinkstaff, Dennis Rohrs

Call to Order and Roll

Committee Chair, Randy Holmes, called the meeting to order at 2:00 p.m. and noted that a quorum was not present.

Approval of Prior Meeting Minutes

Meeting Minutes – March 20, 2014

Tabled until June 12, 2014 meeting.

Action Items

Student Claims against Allied Health Institute

There are two (2) additional refund claims for \$550 (\$1,100 total) awaiting approval from the Committee. The claims will be processed now and presented to the Committee for formal approval at the June 12, 2014 meeting.

Revocations

Midwest Academy of Healing Arts and WMTA School of Massage were suspended on March 4, 2014 for failure to submit Career College Student Assurance Fund payment(s) and failure to submit an institutional surety bond. These institutions remain out of regulatory compliance and now subject to revocation of their accreditation status. The committee reminded staff that OCTS is empowered to act on behalf of the committee with regard to the posted policy and procedural issues and recommended staff initiate the revocation process for these two institutions.

Michael R. Pence, *Governor*
Scott B. Sanders, *Commissioner*

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Staff Updates

Initial Site Visits

OCTS is caught up on all initial site visits for new schools.

Follow up on Schools with Avocational Programs

Barbizon Midwest Indiana (modeling), Midwest Training Institute of Hypnosis, and Hypnotism Academy of Indiana were notified that their programs were determined to be clearly and exclusively self-improvement, motivational, or avocational in nature and therefore did not require regulation by the SWIC Career and Technical Schools Accreditation Committee pursuant to IC 22-4.1-21-9 Section C.

Pilot Project – Student Records

Discussions are taking place to amend DWD's contract with Lilac LLC to include a zero cost pilot program. The pilot program will focus on digitizing student records and building a database to more efficiently and effectively store, manage and service student records associated with the closed non-degree granting postsecondary proprietary schools.

NASASPS Conference

Accreditation Specialist, Ryan Sherwood, gave highlights of the NASASPS conference he attended in late April. He reported that relationships were established and that he gained useful information and insight regarding regulatory responsibilities, processes and procedures from the perspective of other state regulatory agencies. Additionally Ryan was able to hear from representatives of the USDOE and national accrediting bodies. The committee acknowledged the value of the professional networking opportunity.

Activity Report

Staff provided the activity report for the last six reporting periods including the balances of the Career College Student Assurance and the Proprietary Education funds as of April 30, 2014. The balances include student claim money paid by CNA Surety deposited to the Student Assurance fund and a 4.5% reversion of \$2,906.00 from the Proprietary Education fund.

Discussion Items

The committee and staff discussed charging a fee for the change of ownership application and further discussed the need to amend the change of ownership application to include all information required on the application for initial accreditation. The committee recognized that the work entailed in processing application materials, conducting a site visit and completing an investigation of the new school ownership/operations warranted an application fee at least equivalent to the new school application fee.

Next Meeting – June 12, 2014

The meeting was adjourned at 2:55 p.m.